

## PERFORMANCE WORK STATEMENT

### A. PROJECT/TITLE

Aging Aircraft Corrosion Protection and Control Programs Training for Flight Standards Airworthiness Inspectors Employed by the Federal Aviation Administration (FAA)

### B. BACKGROUND

Under Title 49 of the United States Code (49 U.S.C.), the FAA is authorized to acquire and expend funds for the acquisition, operation, and maintenance of aircraft as necessary in the exercise and performance of the powers and duties of the Administrator. The interests of the public, the safety of the workforce, and the credibility of the organization are best served by having qualified, proficient, and current inspectors conducting maintenance surveillance, testing, and checking functions.

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### C. SCOPE

The contractor shall train FAA students in Aging Aircraft Corrosion Prevention and Control Programs using government-provided instructor guide, lesson plans, PowerPoint slides, and participant guides. The course shall provide 24 hours of instruction over a three day period and will accomplish the specified training outcomes. Student quotas for these courses will be assigned by the Flight Standards Service Training Division, AFS-500. FAA formal training consists of training courses with agency level course numbers that will be officially recorded in the employee's personnel records.

### D. DEFINITIONS

The following definitions are used to define the terminology contained herein and are applicable as required by Title 14 of the Code of Federal Aviation Regulations (14 CFR):

Contracting Officer (CO): The person authorized to act on behalf of the Government to negotiate and award contracts and modifications thereto, and to administer contracts through completion or termination. Except for certain limited authority delegated by the Contracting Officer to a technical representative, the Contracting Officer is the only individual with the authority to direct the work of the Contractor.

Contracting Officer's Technical Representative (COTR): The authorized Government representative(s) acting within the limits of their delegated authority for management of specific projects or functional activities.

FAA: Federal Aviation Administration, a component agency of the U.S. Department of Transportation

Training Outcomes: The total combination of skills and knowledge that the learner must acquire to perform a job assignment.

## E. APPLICABLE DOCUMENTS

Title 14 of the Code of Federal Aviation Regulations (14 CFR), Parts 91, 121, and 135. The applicable regulations are available for download, in pdf format, from [www.faa.gov/regulations\\_policies/faa\\_regulations/](http://www.faa.gov/regulations_policies/faa_regulations/)

Title 49 of the United States Code available at:  
<http://uscode.house.gov/download/download.shtml>

Advisory Circular 43-4A, Corrosion Control for Aircraft available at:  
[http://www.faa.gov/regulations\\_policies/advisory\\_circulars/index.cfm/go/document.information/documentID/22583](http://www.faa.gov/regulations_policies/advisory_circulars/index.cfm/go/document.information/documentID/22583)

FAA Order 8300.12, Corrosion Prevention and Control Programs available at:  
[http://rgl.faa.gov/Regulatory\\_and\\_Guidance\\_Library/rgOrders.nsf/81a6acd38b0a9fec85256b36006249b5/17d6d87a034e1f2286256fef00581d06!OpenDocument&ExpandSection=-1](http://rgl.faa.gov/Regulatory_and_Guidance_Library/rgOrders.nsf/81a6acd38b0a9fec85256b36006249b5/17d6d87a034e1f2286256fef00581d06!OpenDocument&ExpandSection=-1)

Advisory Circular 120-16C, Continuous Airworthiness Maintenance Programs available at:  
[http://rgl.faa.gov/Regulatory\\_and\\_Guidance\\_Library/rgAdvisoryCircular.nsf/key/AC%20120-16C?OpenDocument](http://rgl.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf/key/AC%20120-16C?OpenDocument)

Master Corrosion Prevention and Control Program Instructor Guide & Lesson Plans (Attached to this PWS.)

Master Corrosion Prevention and Control Program Participants Guide (Attached to this PWS.)

Appendix A - Training certificate and evaluation (Attached to this PWS.)

## F. GENERAL REQUIREMENTS

### 1. Daily Sessions

To the maximum extent possible, training should not start on a Monday, a day following a federal holiday, nor be conducted on a weekend. Training is to be continuous during these days except for federally established holidays. Local or state holidays shall not interrupt the training period. Normal hours of training should not begin later than 9:00 a.m. Should a requirement exist to change either the hours or days of training indicated, the change must be coordinated in advance with the FAA COTR.

### 2. Student Completion Reports

Upon completion of all training, the contractor shall issue each FAA inspector a course evaluation and certificate of training (Appendix A). The FAA inspector shall sign the certificate certifying the type of training provided, specific dates, and the duration of such training. One copy of each such certificate and evaluation shall be submitted to the COTR within 15 days of the completion of the course.

### 3. Level of Training

FAA personnel are expected to perform at a level compatible, with the highest standards of the specialty. Accordingly, each course of instruction shall adhere to the adult learning principles, which include but are not limited to:

- a. Focus the training on "Real World" situations and applications.
- b. Emphasize how the training can be applied.
- c. Relate the training to the instructional objectives.
- d. If possible, relate the training materials to the FAA employees' past experience.
- e. Allow reasonable debate and challenge of ideas.
- f. Encourage FAA employees to be resources to one another.

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### 4. Training Facilities

The facility used for training must be located in the United States and within 25 miles of a major airport serviced by at least one 14 CFR part 121 air carrier. In addition, training facilities must comply with the following:

- a. Classrooms must be large enough to accommodate at least the entire class plus two observers, with either desks or tables large enough to allow the students to be able to take notes and still have space for them to keep their reference books open during lecture periods. Student chairs must be ergonomically appropriate for 8-hour occupancy.
- b. Sufficient presentation boards for effective teaching shall be provided.
- c. The classroom shall be well-lighted. There shall be not less than 30 foot-candles of illumination at the student's desk or table.
- d. The classroom shall be cleaned not less than two times each week of instruction.
- e. Sanitary restroom facilities shall be available within convenient distance of the classroom.
- f. The classroom facilities shall be adequately ventilated; heated in winter and cooled in summer. Temperature range shall not exceed 68 to 74 degrees, Fahrenheit.
- g. Ambient noise shall be below the distraction point. At any position in the classroom, normal instructor voice levels should exceed the ambient noise level by 20 decibels.
- h. The contractor shall comply with safety standards specified by the National Electrical Code, the National Fire Code, and the United States of America Standards Institute in conducting contract training. Each class shall receive a briefing on safety and security procedures to ensure proper egress in the event of any foreseeable emergency.

- i. Local environmental distractions adversely affecting student learning shall be eliminated.
- j. Adequate free student parking shall be available near the training site.
- k. Visual aids used in the classroom shall be legible, visible from each student station, and color enhanced as necessary.

## 5. Training Outcomes

This course is intended to provide inspectors who have minimal or no experience working in corrosion prevention and control with a detailed description of the following:

- a. Explain the importance of corrosion control activities and describe historical events that led up to establishment of the Corrosion Prevention and Control Program (CPCP).
- b. Explain the scientific aspects of corrosion,
- c. Describe the different forms of corrosion found on aircraft,
- d. Identify areas of an aircraft susceptible to corrosion,
- e. Explain how operators demonstrate compliance with the Original Equipment Manufacturer's Baseline Program,
- f. Describe the minimum requirements for an operator's CPCP,
- g. Explain certificate holder's options for integrating a CPCP into their Continuous Airworthiness Maintenance Program
- h. Describe minimum requirements for demonstrating CPCP compliance,
- i. Identify the documents an ASI should review to determine CPCP compliance,
- j. Explain what should be done if a certificate holder is found not to be in compliance with the CPCP,
- k. Describe what should be considered when conducting surveillance of maintenance areas,
- l. Describe what should be determined when conducting surveillance of an aircraft area where maintenance has been completed.

## 6. Training Requirements

(a) All instruction shall be presented by a qualified instructor in a classroom environment. If Computer-Based Instruction (CBI) is used to accomplish ground school training then the following requirements shall be met:

- (1) Inspectors/pilots shall receive a thorough briefing on the operation and use of the CBI equipment.

(2) At least one instructor shall be present or readily accessible by electronic means to resolve any problems or questions that the inspector/pilot may have regarding the material presented in the CBI program.

(3) All material presented by CBI shall be reviewed and reinforced by a qualified instructor in classroom discussion or one-on-one with the inspector/pilot.

(b) In the event the FAA inspector fails to report for training as scheduled, or should become ill, injured or incapacitated during the training period the contractor shall promptly notify the COTR and the inspector/pilot's emergency contact if known.

(c) In the event an inspector does not complete the full course provided for in the schedule, the contractor shall notify the COTR immediately.

(d) The contractor shall notify the COTR of the inspector's/pilot's completion status within 15 working days after completion of the training program.

(e) Upon completion of all training, the contractor shall issue a Certificate of Training (Appendix A). The FAA inspector shall sign the certificate certifying the type of training provided, specific dates, and the duration of such training. One copy of each such certificate shall be submitted to the COTR.

## 7. Qualifications of Personnel

The contractor shall provide professional instructors to deliver the course using government furnished materials. The instructor qualifications shall, at a minimum, include the following:

Five years experience as a maintenance technician;

Three years experience in delivering training to maintenance technicians; and

Three years experience performing corrosion control maintenance procedures.

## 8. Training Materials

Master copies of instructor guides, lesson plans, PowerPoint slides, and participant guides will be provided to the contractor by the government. The contractor will be responsible for reproduction of these materials for the class participants and the provision of computers, projectors, projector screens and any other equipment needed to provide training.

## G. PERFORMANCE REQUIREMENTS FOR TRAINING COURSES

1. As part of the proposal, the contractor must submit:

- A description of the training aids and facilities in sufficient detail to determine compliance with the requirements of section F (4) of this PWS.

- Certification of the qualification of instructors to be provided for the course sufficient to determine compliance with section F (7) of this PWS.

## 2. Deliverables

The contractor shall:

- At least two weeks prior to any course, provide each registered student with the training site address, map and/or directions to the training site, a local point of contact and telephone number, and commercially available lodging near the training site.
- Provide training as specified in the government-provided syllabus and student guide.
- Provide the 24 hours of training over a continuous three day period.
- Commence training upon the inspectors' arrival at the contractor's facility on the date and time agreed upon.
- Provide a copy of the participant guide, training schedule, course description, course reference book and any other needed course materials to each inspector on the first training day of each training class.
- Complete the training within three training days barring unforeseen circumstances beyond the control of the contractor.
- Provide the COTR with a completed certificate of training signed by both the inspector/pilot and the contractor's instructor and the course critique (Appendix A) within 15 days of the completion of the training.